

# Terms of Use

The Autonomous Design Union is a cooperative of individuals united over many things, both material and philosophical. At this stage, we are primarily a union of textile artists and self-guided students, engaged in the operation of a communal sample-making studio and micro-manufacturing facility, comprised of a diverse collection of industrial sewing machines and cutting equipment.

In order to act on our mission to restore creative access and the means of production to the people of Detroit, the Autonomous Design Union has created these Terms of Use for clarification on how our communal resources may be accessed and what the appropriate boundaries are for keeping ourselves & each other safe in an industrial workplace.

Everyone who is granted access to our resources for any period of time beyond an initial tour of the space must fully comprehend and sign off on agreement to these Terms in full before beginning access.

In addition to communicating our standards for behavior in our space, this document also serves as a waiver of liability for Autonomous Design Union L3C in the event of injury, theft, or damage to personal property. Obviously, learning to work with industrial equipment is inherently dangerous, but beyond that, sharing space with others requires a standard of respect, communication and compromise. Individual lapses in judgement are inevitable and no system is 100% successful at preventing user error, incidental damage, or intellectual influence when sharing space with other creatives.

Furthermore, individuals who believe their work is of a highly proprietary nature are not a good fit for ADU or any co-working studio. That being said, neither material theft nor deliberate or unintentional intellectual theft will be tolerated on ADU premises.

It is to be understood that each member is the keeper of their own boundaries when it comes to disclosure of their methods, techniques, sources, patterns, and any other part of their process they consider to be proprietary. While we encourage open exchange of knowledge in our space, we also respect the right of each member to an environment where no one is expected to give away knowledge for free or solve other people's problems unless the support is happily given and gratefully received.

As such, ADU agrees to staff a minimum of one facilitator per day to maintain an orderly workspace, ensure ease of access, and provide support & consultation as a direct representative of the Union. The facilitator is not guaranteed to know the answer to all questions, but they are guaranteed to be devoted to problem-solving with you as needed. Think of them as your librarian in our self-guided learning library of tools & resources.

When you begin accessing our space as a Day Pass guest or as a new Member, you will go through orientation with the facilitator on site, including this document to establish shared expectations in the space and familiarity with our systems. Your facilitator will also create and share an optional private document with you called our Member Syllabus--this document is a record of the initial consultation your facilitator will provide you about your immediate needs and long-term goals for your self-guided learning experience with ADU. This overview will provide an assessment of your educational needs and a brief breakdown of the steps necessary to achieve your goal(s) during your membership with ADU. When you accomplish a stated goal or simply change your direction, you may request an update to your Member Syllabus at any time. This initial consultation, when combined with an overview of the Terms of Use, should take at least an hour and be scheduled with a minimum of 24 hours notice. A re-assessment of the Member Syllabus should take at least 30 minutes and be scheduled with a minimum of 12 hours notice.

Whenever possible, ADU will try to pair members with facilitators who share specialties to ensure a natural level of mentorship. Any member or Day Pass guest may request to be scheduled with a facilitator of preference for any reason, with the understanding that waiting for specific facilitator availability may result in significant delays to the member's desired timeline.

Your facilitator has the authority to refer you to a member who provides one-on-one training in your area of interest if the facilitator feels that your needs/goals would be best facilitated in a more direct learning environment. This means that if it is determined that a paid member has a goal on a timeline that is not conducive to our self-guided learning environment, they will be offered an opportunity to pay a different rate for private training, or they must accept that their goal/needs are not a good fit for our model, and change their expectations. We offer pro-rated partial returns to any member who is denied standard access for this reason, whether or not they wish to pursue additional training.

Members and guests are encouraged to bring their own headphones as a common signal of "don't bother me" during times of focus. If a member's right to a peaceful workspace is not being respected, the member may directly express their boundary to their fellow members (such as "please don't ask me any questions, I'm trying to stay focused right now") or speak to the facilitator on duty if preferred. The facilitator on duty is tasked with protecting the shared experience of all members, and will request a member to change their behavior if it is inhibiting other's use of the space directly or indirectly, such as with hostile language or passive aggressive behavior.

The right to a peaceful workspace does not equal a right to silence. Our workspace will always be noisy in the sense that machines make a lot of noise and the machines should be in use all of the time. If you are distracted by conversations, machine noise, or music that is not yours, we recommend bringing your own soundscape to help you protect your focus. If you need to get someone's attention, we recommend walking into their plane of view and waving or tapping the table in front of them whenever possible, as opposed to shouting or touching people to get their attention.

ADU is an inclusive, autonomous space that honors all identities, expressions, abilities, and learning styles. Neither overt nor covert hostility towards others will be tolerated on our premises. Pronouns will be respected, bodily autonomy is law, and active consent is required for any exchange--yes, even and especially in non-sexual, professional contexts. Our open-exchange platform is not to be taken as an opportunity for those with more leverage to extract knowledge and labor from those with less. However, we understand the nature of this work attracts those who will try. If any member, day pass guest, or client is observed to behave in a manner that displays a lack of regard for mutual consent in either a personal setting or a collaborative/business setting, they may have their membership revoked by majority vote of core membership. The offending behavior does not need to occur on our premises to be considered as an offense.

ADU is able to operate through a commitment to systems--and simply put, a system is any process to resolve a problem that we agree to as a group. For example: if you break a needle, you must report it to the facilitator, who will evaluate the cause of the break, replace the needle from our in-house supply, and show you how it install it correctly. ADU is constantly testing our own systems in order to refashion them when we observe room for improvement. It is every member's duty to provide honest feedback on our systems--as we grow and develop, we NEED to know what the user experience is like, especially for those who are new to our systems, because your feedback is the most critical to creating truly intuitive design for self-reinforced learning!

We also require your commitment to compliance with our systems--this does not mean you should put up with something that does not work for you! If you are committed to the system, you will report when it fails you, rather than sweep it under the rug and assume someone else will mention it. The facilitator on duty is tasked with taking action on ANYTHING you take issue with--all feedback is valid feedback, and at an absolute minimum will be logged and considered as part of the pattern of total feedback we receive. Ideally, your facilitator will work immediately to adjust the system and/or help you learn a better way to use it. Some feedback will require additional discussion with multiple members to be addressed and resolved on a delay, but without reminders from our daily users, we may not be focused on the issues that affect you most. Don't suffer in silence just because you assume someone is working on it!

Sometimes due to swells of member access, your facilitator will not be able to take immediate action in response to your feedback--please help your facilitator by taking a note for them so they can follow up on when they have time, or sending an email to [autondesignunion@gmail.com](mailto:autondesignunion@gmail.com) so all ADU facilitators will see the feedback and can provide support as needed. The most critical type of feedback in this case is machine trouble. It is best practice to email a brief rundown of the problem to [autondesignunion@gmail.com](mailto:autondesignunion@gmail.com) ASAP so we can assign a mechanic to review it and warn anyone who might need to use that machine that it could be down for maintenance.

However, it is important to note that most instances of machine trouble are caused by hubris and user error. We strongly encourage you to ask for help from your facilitator before concluding the machine is "broke". In general 85% of problems can be resolved immediately with an experienced sewer observing what's going on. There is absolutely no shame in needing someone to help tune your stitch, install your bobbin, or check your threading for you to eliminate a variable. Unnecessary embarrassment over needing to ask for help is the largest contributing factor to wasted time or unsatisfactory outcomes. If your facilitator is busy helping another member, we encourage you to use each other as resources whenever available to reduce the odds that you've missed a simple problem.

Systems compliance as it affects our members is constantly changing as we grow, which is why they are not detailed in writing. At this time your facilitator will give you a tour of the physical systems in our space, including protocol for any material resources available at no cost to members, as well as in-house consumables & attachments such as thread, bobbins, needles, folders, etc.

Please sign and date below to indicate you have read and discussed these terms in detail with an ADU facilitator, and received a tour of the equipment & systems of protocol in the space.

The signature of the inquiring individual indicates agreement to comply with the Terms of Use during the period specified in the Member Contract and/or during Day Pass access, as applicable.

The signature of the facilitator indicates that the inquiring individual has been briefed on systems protocol beyond what is specified in this document, and has engaged in discussion to ensure comprehension of the Terms of Use is adequate for access.

Individual requesting access -- please print: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Facilitator providing access -- please print: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_